

**VIRGINIA HIGHLANDS AIRPORT AUTHORITY  
REGULAR MEETING**

**Members Present:** John. R. White  
Edward "Earl" Maine  
Frank Sims  
Stephen Lowe  
Andy Puckett  
Dr. John E. Baker  
David G. Anderson

**Guest Present:** See Attachment

The Virginia Highlands Airport Authority Board of Directors met on Monday, July 11, 2016 at 6:00 P.M. in conference room "A" of the Terminal Building. Mr. White, Chairman, determined that a quorum of the Board was present and called the meeting to order. Also present were Mickey Hines, Airport Manager, Jim Elliott, Airport Attorney, Kristy Miller, Executive Assistant, and Amber Miller, Airport Secretary.

Mr. White welcomed Dr. Baker to the Board.

Mr. White presented Mr. Straten with a plaque and thanked him for his service on the Board.

Mr. White called for approval of the Minutes of the Regular Meeting June 13, 2016.

Mr. Maine moved to approve the Minutes of June 13, 2016. Mr. Sims seconded the motion. The motion carried unanimously.

Mr. White called for the Financial Report.

Mr. Anderson gave the Financial Report.

Mr. White called for the Manager's Report.

Mr. Hines gave the Manager's Report.

Mr. Hines stated that the full-time employees has asked him to address the Board in reference to Section 7.1 Annual Leave and Section 7.2 Sick Leave of the Personnel Policy where it requires an employee to take their earned vacation or sick time at a rate no less than ½ day or four (4) hours increments. The Employees has asked that it be changed to say "at a rate no less than one (1) hour increments".

Discussion ensued.

Mr. White made the motion to adopt this change to the Personnel Policy. Mr. Anderson seconded the motion. The motion carried unanimously.

Mr. White called for the Operations Committee Report.

Mr. Maine stated that the Operations Committee had not met.

Mr. White called for the Development Committee Report.

Mr. Lowe stated that the Development Committee had not met.

Mr. Lowe stated that after doing some reach on the By-Law Change on what designates a quorum. It was found that the change would have to come from the Washington County Board of Supervisors.

Mr. White called for Unfinished Business.

Mr. Hines turn the floor over to Amber Miller to update the Board on the St. Johns House.

Mr. Hines stated that RFP for the Wetland Stream Mitigation was ready to be reviewed by the Evaluation Committee.

Mr. White called for New Business.

None

Mr. White called for Public comments.

None

Mr. Elliott read the motion of the Virginia Highlands Airport Authority conduct a Closed Session pursuant to Code of Virginia 2.2-3711 A.7 for the purpose of consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

Mr. Maine moved to conduct a Closed Session in accordance with the items that was stated by Mr. Elliott. Mr. Lowe seconded the motion. The motion carried unanimously.

Mr. Elliott read the motion of the Virginia Highlands Airport Authority conduct a Closed Session pursuant to Code of Virginia 2.2-3711 A.1 for the purpose of discussion, consideration or interviews of prospective candidates for employment;

assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public offers, appointees or employees of any public body;

Mr. Maine moved to conduct a Closed Session in accordance with the items that was stated by Mr. Elliott. Mr. Sims seconded the motion. The motion carried unanimously.

Following the Closed Session, the Board immediately reconvened its Open Session and the Authority's Attorney, Mr. Elliott took a roll call vote stating that no matter that was discussed in Closed Session other than that were included in the motion to go into Closed Session and no other votes were taken in Closed Session other than to go out of Closed Session.

John White - I so certify  
Edward "Earl" Maine – I so certify  
Frank Sims - I so certify  
Stephen Lowe – I so certify  
Andy Puckett – I so certify  
James Baker – I so certify  
David Anderson – I so certify

Mr. Elliott reviewed the Resolution regarding the Powerline Project with the Board.

Discussion ensued.

Mr. Lowe moved to accept the Resolution regarding the Powerline Project. Mr. Maine seconded the motion. The motion carried unanimously.

Mr. White moved to accept the review process as it was stated with comments from each Board member and complied in the review. Mr. Lowe seconded the motion. The motion carried unanimously.

Mr. White stated that Election of officers was needed.

Mr. White called for nominations for Chairman.

Mr. Sims nominated Mr. White for Chairman. Mr. Lowe seconded the nomination. The motion carried unanimously.

Mr. White called for nominations for Vice Chairman.

Mr. Lowe nominated Mr. Maine for Vice Chairman. Mr. Anderson seconded the nomination. The motion carried unanimously.

Mr. White called for nominations for Treasurer.

Mr. Anderson nominated Mr. Puckett for Treasurer. Mr. Lowe seconded the nomination. The motion carried unanimously.

Mr. White called for nominations for Secretary.

Mr. Puckett nominated Mr. Anderson for Secretary. Mr. Sims seconded the nomination. The motion carried unanimously.

Mr. White called for nominations for Assistant Treasurer.

Mr. Lowe nominated Mr. Anderson for Assistant Treasurer. Mr. Maine seconded the nomination. The motion carried unanimously.

Mr. White called for nominations for Assistant Secretary.

Mr. Anderson nominated Mr. Puckett for Assistant Secretary. Mr. Lowe seconded the nomination. The motion carried unanimously.

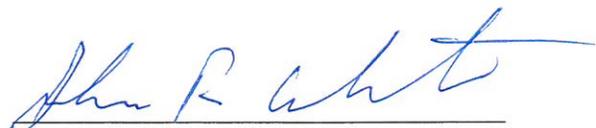
Mr. White appointed Mr. Maine, Mr. Sims, and Mr. Puckett to serve on the Operations Committee with Mr. Maine serving as Chairman of the Committee.

Mr. White appointed Mr. Lowe, Mr. Anderson, and Dr. Baker to serve on the Development Committee with Mr. Lowe serving as Chairman of the Committee.

Mr. White appointed Mr. Puckett, Mr. Lowe, and Mr. Anderson to serve on the Audit Committee with Mr. Puckett serving as Chairman of the Committee.

Mr. Maine moved to adjourn. Mr. Anderson seconded the motion. The motion carried unanimously. The meeting adjourned at 9:01 P.M.

  
David Anderson, Secretary

  
John R. White, Chairman

A RESOLUTION OF THE  
BOARD OF DIRECTORS OF THE  
VIRGINIA HIGHLANDS AIRPORT AUTHORITY

WHEREAS, in order to provide more safe and convenient air travel into Virginia Highlands Airport (VJI), specifically for Runway 24 (RW 24), the Federal Aviation Administration (FAA) and the Virginia Department of Aviation (VDOA), together with Washington County Virginia, made a grant to VJI in the approximate amount of \$3,400,000 for the sole purpose of removing obstructions to flight penetrating the Approach Surface to RW 24, and

WHEREAS, the grant funds and thousands of hours of airport officers, employees and consultants have been expended on obtaining necessary easements (the Easements) for full completion of the obstruction removal project, and

WHEREAS, prior to the removal project, many airplanes were prevented from landing at VJI due to FAA regulations which have required pilots of planes to be able to visibly see RW 24 at a minimum distance of one mile from the RW 24 threshold while no lower than 386 feet above that threshold (Minimums) and

WHEREAS, with the obstruction removal, pilots could then reduce the Minimums to a distance of  $\frac{3}{4}$  of a mile at a height of 250 feet above the RW 24 threshold, but

WHEREAS, Appalachian Power Company (APCO) has announced its intent to locate a powerline tower on the property and headquarters premises of Dutt & Wagner, Inc., in Abingdon, Virginia, which tower, if constructed, will invade the Approach Surface to RW 24, and nullify VJI's efforts to obtain easements to protect its Approach Surface by causing the Minimums to be returned to pre-obstruction removal distances, and

WHEREAS, any structure penetrating the Approach and Horizontal Surfaces will be in violation of the Town's and County's Airport Safety Overlay Ordinances (Overlay Ordinances), which were adopted as mandated by the Virginia General Assembly, Codified at and adopted in accordance with the Rules of the Virginia Department of Aviation, and

WHEREAS, VHAA has been advised by counsel that the construction of any facility, on the property of Dutt & Wagner which penetrates the Approach Surface would constitute a violation of VHAA's easement on the property along with VHAA's rights as a beneficiary of the Overlay Ordinances and that said rights need to be asserted, and

WHEREAS, currently and increasingly, business jets have become and are becoming an essential mode of travel in the business world and VJI wishes to stay current with transportation requirements, and

WHEREAS, being able to accommodate business jets, particularly by providing reduced Minimums, is attractive to the business world and adds to economic development in Washington County, Virginia, and

WHEREAS, the next closest airport affording Minimums equivalent to the current Minimums at VJI is in another state, which airport has publicly recognized the economic development benefit of attracting business jet traffic in the area, so that increasing VJI's Minimums can have the effect of diverting potential business jet traffic from VJI to the competitive airport in an adjoining state, and

WHEREAS, the competitive airport's existence has allowed its local government to construct and attract occupants for its nearby business parks and properties, it is

HEREBY RESOLVED that:

The Airport Manager, employing its engineering and legal consultants, is directed to take all such action to affirmatively assert its easement rights and the rights provided by the County's and Town's Airport Overlay Ordinances, and to respond to APCO's application to the State Corporation Commission (SCC), including the preparation of a presentation to the SCC in assertion of the sanctity of its easements and the rights provided by law, including maintaining or reducing the Minimums now applying to RW 24.

The forgoing Resolution was adopted the 11<sup>th</sup> day of July, 2016 by vote of 7 for and 0 against, a quorum present and voting:

  
Airport Authority Secretary